



**Tranquility Bay Trailer Association
and
Tranquility Bay RV Park Cooperative**

Annual General Meeting Minutes

May 16, 2024 7:00pm MST

Held via Zoom Video Conferencing

Board Members in Attendance	Position	Term	In Attendance
Kandice Kew-Ashmore	President	Completed	Yes
Chris Odynski	Vice-President	1-year	Yes
Fiona Hilkewich	Treasurer	1-year	Yes
Jessica VanBrabant	Secretary	Completed	Yes
Dave Murray	Director at large	Completed	Yes
Chris Little	Director at large	Completed	Yes
Cindy Camp	Director at large	Completed	Yes
Mark Regehr	Director at large	Completed	Yes
Darren Murray	Director at large	Resigned	N/A

Member	Street	Lot	In Attendance
Keven & Susan MacDougall	Catfish	1	Yes
Nik and Bonnie Derow	Catfish	2	Yes
Jason and Shannon Kowal	Catfish	3	No
Lorne and Corine Publantz	Catfish	4	Yes
Claude and Carmen Dion	Catfish	5	No
Ric and Anita Klassen	Catfish	6	Yes
Ian and Amanda MacFarlane	Catfish	7	Yes
Trevor and Michelle Meadahl	Catfish	8	Yes
Denis and Chantel Ouellette	Catfish	9	Yes
Cynthia Camp	Catfish	10	Yes
Vince and Janet Kath	Catfish	11	No
Sylvie Dumont and Paul Hebert	Catfish	12	No
Richard and Paula Schultz	Catfish	13	No
Jaime Kawalilak	Pickeral	1	No
Justin and Jessica VanBrabant	Pickeral	2	Yes
Dean Parson and Teresa Whiffen	Pickeral	3	No
Richard and Natalie Collins	Pickeral	4	No



Brad and Neolita Bell	Pickeral	5	Yes
Richard and Dawn Shykora	Pickeral	6	No
Martin Gillett and Karen Bell	Pickeral	7	Yes
Lori Kocken	Pickeral	8	Yes
Dale Nisbet	Pickeral	9	No
Randy and Heather Sieben	Pickeral	10	No
Kim and Wendy Lazarenko	Pickeral	11	Yes
Richard and Paula Schultz	Pickeral	12	No
Les and Janna McLaughlin	Pickeral	13	Yes
Kevin and Debra Mueller	Jackfish	1	No
Justin and Jessica VanBrabant	Jackfish	2	Yes
Bryan and Cathie Hayward	Jackfish	3	Yes
Paul and Candace Giasson	Jackfish	4	Yes
Al and Yvonne Stern	Jackfish	5	No
Mark and Jackie Regehr	Jackfish	6	Yes
Ihor and Betty-Lou Bayduza	Jackfish	7	Yes
Curtis and Jill Rich	Jackfish	8	Yes
Dean Nisbet	Jackfish	9	No
Dale Nisbet	Jackfish	10	No
Raymond and Koreen Cyre	Jackfish	11	Yes
Brad and Jill Bouchard	Jackfish	12	No
David and Edenes Grenier	Jackfish	13	No
Dave Leslie	Whitefish	1	No
Alex Grenier and Krista Heidebrecht	Whitefish	2	No
Ralph and Mary Fowler	Whitefish	3	Yes
Ben Richmond	Whitefish	4	Yes
Terry and Debbie Short	Whitefish	5	Yes
Helen Starchuk	Whitefish	6	No
Dennis and Tina Dmytryshyn	Whitefish	7	Yes
Donna Broschak and John Hryniw	Whitefish	8	No
Chad and Allison Rich	Whitefish	9	No
Andrew and Dallas Nielsen	Whitefish	10	Yes
Robert and Marilyn Nisbet	Whitefish	11	Yes
Dave and Tammy Murray	Whitefish	12	Yes
Hans Jesche and Dedo Tiede	Whitefish	13	Yes
Dave and Sharon Bouchard	Whitefish	14	Yes



Ed and Rose Short	Perch	1	Yes
Troy Lymburner and Rhonda Borowski	Perch	2	Yes
Craig Smith	Perch	3	No
Gord and Gladys Bodnar	Perch	4	No
Kevin and Jen Bosko	Perch	5	No
Russ and Diane Letkeman	Perch	6	No
Alan and Lynell Henry	Perch	7	Yes
Linda Buenaventura	Perch	8	No
Chris and Donna Zons	Perch	9	Yes
Kandice and Blaine Ashmore/ Sandra and Allen Kew	Perch	10	Yes
Kurtis and Meghan Eykelbosh	Perch	11	Yes
Pat Lamb and Laura Crozier	Perch	12	Yes
David and Karen MacKenzie	Perch	13	No
Chris and Debbie Little	Perch	14	Yes
Keith Hagen	Ling	1	No
Simon and Cari Cooke	Ling	2	Yes
Darcy and Fiona Hilkewich	Ling	3	Yes
Bruce and Sandra Currie	Ling	4	No
Terry and Naomi Noble	Ling	5	Yes
Jeffrey and Michelle Simmons	Ling	6	No
Randy and Laurene Buchanan	Ling	7	Yes
Ian Barton and Brian Barton	Ling	8	No
Brian and Aleita Little	Ling	9	No
Ryan and Tiffany Schwartz	Ling	10	No
Darwin and Carrie Laturnus	Ling	11	No
Gord and Brenda Mueller	Ling	12	No
Ken Lefsrud and Joann Maxwell	Ling	13	Yes
Mauro and Marisa Pazienza	Ling	14	No
Tony and Lora Gray	Ling	15	Yes
Chris and Pam Odynski	Trout	1	Yes
Kevin and Marilyn Sommer	Trout	2	Yes
Nick and Rosemarie Stovius	Trout	3	No
Raymond and Jeanne Golden	Trout	4	Yes
Reg and Kalyn Sopka	Trout	5	No
Darren and Kristy Jones	Trout	6	No
Greg and Michele Rowan	Trout	7	Yes
Joe and Eileen Bilyk	Trout	8	No



Rob and Adrienne Little	Trout	9	No
Dennis Miciak and Barbara Taylor	Trout	10	No
Jeff and Tammy Trembecky	Trout	11	No
Murray and Pat Nekolaichuk	Trout	12	No
Terry and Debbie Nekolaichuk	Trout	13	Yes
Adolfo and Sylvia Tonn	Trout	14	No
Peter and Geraldine Sarapuk	Trout	15	Yes

Note: 0 members were in attendance by proxy.

There were 51 of 94 (54%) members in good standing in attendance online.

- 3 members are not in good standing with TBC

Meeting called to order at 7:00 pm.

AGENDA

1. Approval of the Agenda
2. Approval of the May 18th, 2023 AGM Minutes
3. Administration
4. Park Projects - Completed & Upcoming
5. Review/Approval of the 2023 Financial Statements
6. Review of the 2024 Budget
7. 2023 Reserve Fund Study
8. Committee Reports –Boat Launch, Social, Spring Clean-up, etc...
9. Additional items for discussion
10. Election of Directors & Officers
11. New Business
12. Adjourn

1. Adoption of the Agenda - Annual General Meeting - 2024-05-16.pdf

Motion to: Approve 2024 Annual General Meeting Agenda
 Motion by: Catfish 10
 Second by: Perch 14
 Vote: All in favor
 Result: Motion Carried

2. Approval of Minutes - TBC AGM Minutes 2023 Signed.pdf

Motion to: Approve minutes from May 18, 2023 Annual General Meeting
 Motion by: Whitefish 12
 Second by: Ling 3
 Vote: All in favor
 Result: Motion Carried

3. Administration

- a. Meet the Board Coffee Chat in the Owl’s Nest
 - i. Saturday May 25th @ 10:30 am - 11:30 am



1. Some members are missing face to face contact with the AGM at the Owl's Nest compared to the zoom meeting
2. Members can drop by and ask any questions or just to swing by to meet the board
- b. Welcome new members since last AGM 2023
 - i. Trout 2 - Kevin & Marilyn Sommer
 - ii. Pickeral 10 - Randy & Heather Sieben
 - iii. Trout 6 - Darren & Kristy Jones
 - iv. Ling 10 - Ryan & Tiffany Schwartz
 - v. Jackfish 13 - David & Edenes Grenier
 - vi. Perch 9 - Chris & Donna Zons
- c. Thank You to our 2023 Volunteers
 - i. Board of Directors
 1. Busy working board - countless volunteer hours throughout the year
 2. Huge part of keeping the park rolling
 - ii. Water Turn on/off Crew
 1. Justin VanBrabant
 2. Terry Noble
 3. Paul Giasson
 4. Peter Sarapuk
 5. Blaine Ashmore
 - iii. Social Committee
 1. Kandice Kew-Ashmore
 2. Jessica VanBrabant
 3. Lisa Solamillo
 4. Amanda MacFarlane
 5. Lori Kocken
 6. Colleen Cope
 7. Dallas Nielsen
 - iv. Spring Clean-up Crew
 - v. & so many more volunteers THANK YOU
- d. If you have any questions please pop them into the chat so we can answer them along the way
- e. Member documents are all located on the website
 - i. <https://www.tranquilitybayrvpark.com/member-documents>
 1. Documents like Rules & Regulations, Permits, yearly AGM minutes, complaint/non compliance form plus more information
- f. Reminder to send in 2024 member contact information form to tranquilitybaytrailer@gmail.com or click to fill out online form
 - i. <https://forms.gle/dWtd7iYVVQSQKBTAA>
 - ii. Everyone to update or clarify if anything has changed since last year
- g. Reminder if you are storing any boats, trailers etc. to register with Garry
 - i. Members are responsible to keep the area around these items cleaned & mowed
 1. Extremely important to keep grass low due to fire hazard with the dry years
- h. Reminder to update share certificates with Jenkins & Jenkins
 - i. Divorce/Separation/Death



- ii. Lawyer has a lower fee structure for these administrative changes
 - 1. TBC lot transfer fees does not apply
- i. E-Transfer payment email address
 - i. tbcetransfers@gmail.com
 - 1. Janet will still keep her email open for invoicing and regular communications
- j. Credit Card Payments
 - i. We have the option to accept credit card payments for our member invoices
 - 1. Must pay for the full year
 - ii. Cost is 2.75%
 - iii. Members must notify Bookkeeper prior to payment to add CC fee and invoice should be paid in full for the year
- k. Member Complaint Resolution
 - i. All members are encouraged to be good neighbors and resolve disputes respectfully between yourselves
 - ii. Formal complaint process - must send complaint in via website
 - 1. <https://www.tranquilitybayrvpark.com/compliant-form>
 - iii. The Board will only action / address complaints that are submitted formally and for issues against Rules & Regulations or bylaws
 - iv. We cannot sanction behavior unless it is out of compliance with our rules
 - v. If a crime has occurred, contact the police and email the Board to advise
- l. Emergency Response Plan
 - i. www.tranquilitybayrvpark.com/files/ugd/6d0703_ac10a9e1a2a246fba84e353e77724942.pdf
 - ii. Please read and become familiar with it
 - iii. Hard copy will be available in the Owl's Nest at all times
 - iv. Soft copy on our website
 - v. If you would like to become a first aid volunteer, please contact the Board
 - 1. Perch 5 - Has the AED in the Owl's Nest been inspected recently?
 - a. Yes, it is inspected yearly
- m. Septic Pump Outs
 - i. New company - Rapid Water & Septic
 - ii. \$115 per pump out - every Thursday
 - iii. Accept cash, check, e-transfer & credit card
 - 1. Cash is at your own risk
 - iv. Must fill company payment form & put in white box to get pump out
- n. Hall Rental - Member Private Event
 - i. Hall rental agreement must be completed prior to event
 - ii. Rental Fee - \$25 per day
 - iii. Email the Board to receive agreement & check date availability

4. Park Manager Update

- a. Garry Kondra was hired June 15,2020
 - i. Park manager number 780-700-8572
 - ii. Garry has accepted to work the 2024 season
 - iii. Extremely professional with his top priority of protecting the best interest of the park
- b. Recruiting summer help for Garry - July & August



- i. Received a grant from Canada Summer Jobs that provides 50% of our summer student wage for 8 weeks
- ii. Feel free to share job description - some printed in Owl's Nest
- c. Please don't abuse Garry outside of his scope of duties for your own personal projects
 - i. Email the Board if you have any special requests

5. Park Projects

- a. Compliance Project - Completed
 - i. Thank you to all members who have went through their compliance checks that were emailed to them prior to last year's AGM
 - ii. Enabled TBC Board of Directors to have a database to help with future lot sales and compliance issues
- b. Capital Planning
 - i. Long term planning of park improvements
 - 1. Board has been working over the winter at capital planning items
 - ii. Projects contemplated on merits of
 - 1. The use and enjoyment of members
 - 2. The return on investment in lot value
 - iii. If you have a suggestion, email the Board for consideration
 - 1. We know not every project will be used by members but will add value on return in investment when you sell your lot
- c. Projects Completed
 - i. New cement basketball & sports court
 - 1. Investment of \$6,500
 - a. Made possible thanks to some recent boosts in the budget
 - 2. Will be adding another pole at end where members can set up a badminton net to play
 - 3. Our treasurer was able to get a grant to cover 50% of our summer student income which helps with this project
 - ii. Staining of play structure will be finished this spring
 - iii. Owls Nest Upgrades
 - 1. Black out curtains in hall
 - iv. Whitefish 5 - Are the horseshoe pits available/functional & where are the horseshoes?
 - 1. Yes they are - Garry has horseshoes in the shed. Ask him if you would like to use them
 - v. Jackfish 2 - Storage box on the Owl's Nest porch houses balls and baseball items for ball diamonds
- d. Possible Future Projects
 - i. These projects are suggestions from members
 - 1. Convert previous store space in the Owl's Nest into a small fitness area/gym
 - a. Does anyone have equipment for donation?
 - b. Low cost to implement
 - 2. Upgrade to the beach playground
 - 3. Heated Workshop
 - a. Long-term plan, has a higher cost but high value to the park



- ii. Perch 9 - Are there any plans to upgrade the toilets in the Owl's Nest?
 - 1. This was completed about 3 years ago
 - a. More so an issue with the water pressure and staining due to the well water
 - b. If you are having any issue let Garry know
- e. Projects Upcoming
 - i. Community Garden
 - 1. Garden plots were plotted out May 15
 - a. Currently we are full but if you want to be on the waitlist send an email to the board
 - b. Deadline to reserve plots by May 10th
 - i. Email went out April 28th to send in interest
 - ii. Waterfront Tree Maintenance
 - 1. Starting with removal of deadfall
 - 2. Being led by Cindy Camp - Talk to her about volunteering to help in this activity
 - iii. Park Project for Volunteers
 - 1. Planting flowers/plants in the Owls Nest beds & front island
 - a. If you would like to volunteer, please email the board
 - iv. Boat Launch Replacement
 - 1. Moving forward - all approvals in place
 - a. Hope to begin construction this August-September
 - b. More details to come in committee report

6. Financial Review - 2023 Financial Statements

- a. See presentation for attached 2023 financials for details
 - i. Please email us any further questions you may have
- b. TBC shows under Due to related parties \$17,795 for 2022
 - i. This will be completed after that amount is paid and dissolve TBTA
 - ii. TBC debt was \$381,247 in 2022 now for 2023 show \$362,207
 - 1. Due to members \$353,953
 - 2. Accounts payable \$8,254
 - a. Unpaid membership fees
 - i. Members that are delinquent TBC will be initiating bylaws to lock members out of the park
- c. TBTA Net Assets
 - i. Now showing a \$0.00 balance
 - ii. Operating expenses are being paid by TBC and that is given us credit to TBTA as we owe money for buying the land
 - 1. This is just for the lawyers to show the transition between the “two companies” to close out TBTA
 - iii. The transaction between TBTA & TBC is now complete
 - 1. TBTA will be dissolved this year
- d. TBC Revenue Highlights
 - i. Restricted funds is our reserve fund - \$10,196
 - ii. Membership contributions - Total \$155,830
 - 1. \$145,500 Membership Fees
 - 2. \$10,330 Camping Fees



- iii. Expense Recoveries - Total \$53,469
 - 1. \$1,305 Laundry/Shower
 - 2. \$36,127 Electrical Fees
 - 3. \$15,617 Member Taxes
- iv. Miscellaneous Revenues - Total \$26,978
 - 1. \$17,578 Lot Sales
 - 2. \$1,203 Social Fund Revenue
 - 3. \$1,820 Fireworks
 - 4. \$360 Hall Rental
 - 5. \$150 Member Gravel Purchase
 - 6. \$4,500 Farmland Rental
 - 7. \$605 Hay Sales
 - 8. \$200 Tractor Work
 - 9. \$563 Misc
- v. Total Revenue \$236,277
- e. Expense Highlights
 - i. Utilities - \$75,138
 - 1. Cost of electricity was substantially higher this year due to electrical company rate change
 - ii. Garry is paid under Sub Contracts \$41,000
 - iii. Salaries & Wages \$12,246
 - 1. Summer student salary for 4 months
 - 2. Previously only had for 2 months
 - iv. Amortization - \$8,981
 - 1. Depreciation cost of items in the park (tractor, beach cleaner, lawn mower etc)
 - v. Professional Fees - \$7,114
 - 1. By 2024 this amount should significantly be lower as we dissolve TBTA - won't have corporate returns & financials on 2 companies
 - vi. Total Expenses \$231,565
- f. TBC for the 2023 year had a surplus of \$4,712
- g. 2 member volunteers who will perform financial review/audit.
 - i. Jill Rich - Jackfish 8
 - ii. Janet Kath - Catfish 11
- h. Whitefish 7 - Have we collected the money for outstanding fees?
 - i. Yes, we only have 3 members left to pay 2024 fees

Motion to: Approve the 2023 financials as presented

Motion by: Whitefish 12

Second by: Trout 2

Vote: all in favor

Result: Motion Carried

- i. Enmax error & adjustments - Electrical Company
 - i. Everyone noticed that their electricity bills were higher than previous years due to our contract expiring.
 - ii. Agreement renegotiated
 - 1. Old 5-year in 2018 - 6.19¢



- 2. New 5-year 2023 - 12.29¢
- iii. Thank you Kandice for taking the time to get TBC a new contract with the current rate

7. Review of the 2024 TBC Budget Highlights

**** Budget added below**

- a. See presentation for attached 2024 budget for details
 - i. Fiona apologizes for not knowing this was to be presented at our meeting
 - 1. Please see the minutes email for the 2024 Budget and send us any questions you may have

b. Using Quickbooks online - Able to see e time

c. Cash Flow as of May 16, 2024

Operating Bank Balance	\$87,066
Accounts Receivable	\$52,674
Accounts Payable	\$ 70
Total Cash Flow	\$147,994

Reserve Fund	\$25,694
Reserve Fund GIC	\$45,545
Total Reserve Fund	\$71,239

Fundraising/Social Account \$2,920.58

Motion to: Approve the 2024 Budget as presented

Motion by: Catfish 10
 Second by: Whitefish 10
 Vote: all in favor
 Result: Motion Carried

d. Land Revenue

- i. 5-year land lease negotiated for west portion of the quarter
- ii. NOTE: Since the land has been leased, please do not drive quads or use it as an off-leash area
 - 1. Dogs are welcome off-leash in the field near the burn pile
 - a. Dogs must be in control at all times
- iii. Historical Revenue from the land on the west quarter
 - 1. 2019 - \$3,630 hay revenue on both fields
 - 2. 2020 - \$3,190 hay revenue on both fields
 - 3. 2021 - \$330 hay revenue only on northeast field
 - a. west field grain portion was killed off with round-up & TBC received no income
 - 4. 2022 - \$5,649
 - a. \$4,500 west grain revenue + \$1,150 northeast hay revenue
 - 5. 2023 - \$5,105
 - a. \$4,500 west grain revenue + \$605 northeast hay revenue

e. Discussion on hay sales

- i. We have a small field with poor quality hay - old seeded field
- ii. Farmer currently gets 2/3 of the bale for the work and TBC gets 1/3 of bales which we sell to the farmer



1. Lot of gravel and sand within the field as previously TBC was going to create phase 2 and add more lots
2. Mutually beneficial benefit with the farmer to cut the hay and he takes the hay for profit.
3. We are not farmer & even if we double our hay sales our expenses would cost more than our income
- iii. Historical Hay Sales
 1. 2021 - 6 bales @ \$55/bale = \$330
 2. 2022 - 23 bales @ \$50/bale = \$1150
 3. 2023 - 11 bales @ \$55/bale = \$605
- iv. Perch 14 - Going rate is a lot more but the biggest issues the Board has is we don't have equipment to load bales, risk of a pile of hay rotting on the field. The farmer is not obligated to buy the remainder of our hay but we don't have equipment to move it.
 1. Respect the bales - no cutting twines
 2. Huge fire hazard - a cut field is better than a growing field
- v. Whitefish 7
 1. The field is playing out and we won't be getting hay off of it
 - a. If it is worthwhile we can reseed the field which is a cost or we can sell the land as well
 - b. 2021 minutes stated that the undeveloped land was to be sold and an outstanding amount repaid to members.
- vi. Dave Murray - If we were to subdivide the land we will have neighbors
 1. By having that land we have our own access to the beach
 - a. If we subdivide we also lose our quarter section benefits
 - i. Use of land to the water's edge (beach access)
 - ii. We can decide who comes and goes on our beach (gates at both ends to keep others out)
 2. We can only subdivide into large parcels
 - a. Maybe 8 if that
 - b. Do they become members of the park, use the beach, use the Owl's Nest, bring in utilities to each lot etc
 - c. It's a large cost to TBC that would outway the benefits of leaving the farmland
 3. The roads were already cut into the field for the additional RV park and we would only be able to put in new hay.
 - a. Current hay is about 20 years old
- vii. Chat Messages - Many member do not want to have neighbors and lose access to the beach
 1. Lots of work for the board to move forward
 2. Maintaining security of our property line down to the water is important
 3. Land hold value with inflation makes the park more valuable
 4. No good dog walking place if we sell that land
 5. Further investigation is warranted
- viii. We are a working board that volunteers many hours and energy on high priority items and we feel this is a small return compared to other items on our list.



1. That doesn't mean we can not look into it but we will ask Tashchuk what the cost would be to reseed that hay field
- ix. Whitefish 14 - involved in the original negotiations with RV Park
 1. Big roadblocks is the current Lac Sante Land Area Structure Plan that limits the development on the lake
 - a. Currently the lake is over developed with residential parcels
 2. If we would move forward with the phase 2 rv park or the subdivision TBC would have to hire a company to subdivide and pay all fees for drawing up the plans & bringing utilities to each lot
 3. We may be able to get 5 acreages but the cost will be enormous
 4. He feels most members he has talked to would rather leave the land the way it is then having neighbors right next to us

Motion to: Move this discussion to another years AGM

Motion by: Perch 9

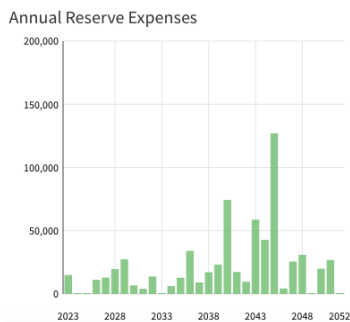
Second by: Jackfish 7

Vote: all in favor

Result: Motion Carried

8. Reserve Fund Study - see presentation for diagrams

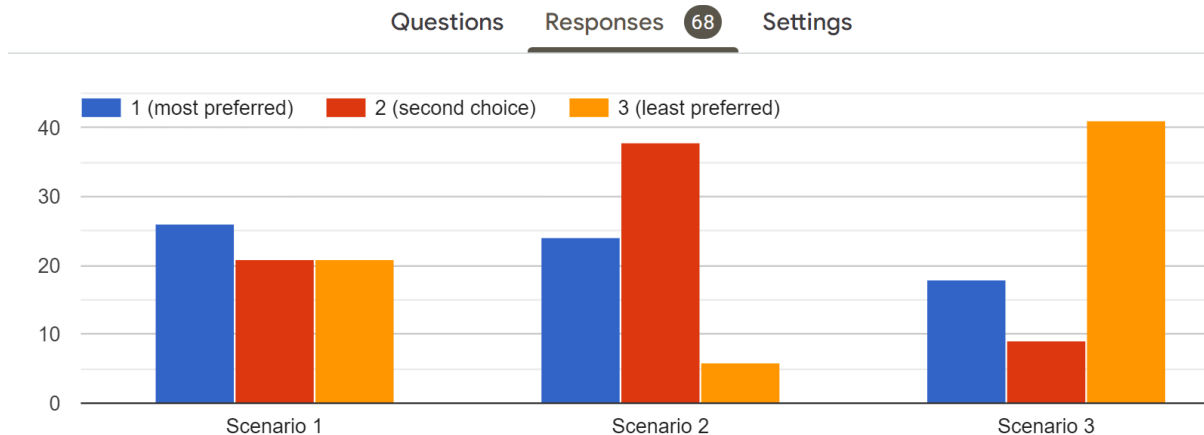
- a. Will be reviewed every 3 years
- b. Starting information from 2023
 - i. Number of units - 97
 - ii. Base year - 2023
 - iii. Budget Interval - Monthly
 - iv. Fully Funded Balance - \$103,536.67
 - v. Percent Funded - 53.8%
 - vi. Starting Reserve Balance - \$55,721.00
 - vii. Interest - 1.00%
 - viii. Inflation 3.00%
- c. Anticipated annual expenditures per year



- d. Board sent out a survey regarding options to increase the reserve fund
 - i. The cost of goods and services are rising, impacting the replacement/repair cost of critical park assets such as water and heat infrastructure, caretakers residence, playgrounds and large equipment.
 - ii. At the end of the day, nothing is not an option
 1. We will need to increase the reserve fund to keep the park running



- e. 3 different scenarios were given
 - i. Scenario 1 - Rapid increase to 100% funded and maintain full funding
 - 1. Reserve fund contributions would be increased by 5% annually for the next five years (from 2025 to 2029) and by 3% annually increase for the following 10 years (2030-2039). Annual increases will be compounded.
 - 2. Under this option, members agree in advance to regular annual reserve fund increases, with an emphasis on rapidly increasing the fund to 100% funding. This option would provide the greatest cash flow and protection for any unexpected expenses.
 - ii. Scenario 2 - Gradual increase to 90% funded and maintain cash flow
 - 1. Reserve fund contributions would be increased by 3% annually for the next 20 years. Annual increases will be compounded.
 - 2. Under this option, members agree in advance to regular annual reserve fund increases, with an emphasis on gradually increasing the fund and maintaining thereafter. This option would provide fund stability with a more affordable and consistent plan. While this plan maintains approximately 90% overall funding, it estimates annual cash flow will meet the majority of our projected annual needs.
 - iii. Scenario 3 - Rapid increase to 80% funded and reassess after 3 years
 - 1. Increase reserve fund contributions by a fixed amount of \$25 each year for the next three years (2025-2027), and then assess what future increases are necessary.
 - 2. This option provides a short-term plan to rapidly increase the fund to 80% overall funding. To maintain this level of funding, future increases will be needed, but these increases will be assessed after the next three years.
- f. Result below show most members prefer Scenario #2



- g. Scenario 2 has the most first and second preferences (62), and fewest least preferred (6) - 68 responses total
 - i. Runner up was Scenario 1, with 47 first and second preferences, but 21 least preferred



Motion to: Increase Reserve Fund contributions as outlined in Scenario 2

Motion by: Ling 3

Second by: Perch 14

Vote: all in favor

Result: Motion Carried

h. Membership Fees

i. 2024 - \$1,500 + Reserve Fund 2024 \$150 = Total Fees \$1,650

ii. 2025 - \$1,600 + Reserve Fund 2025 \$155 = Total Fees \$1,755

1. \$100 increase in membership fees for the 2025 season

2. Inflation has hit the park as it is everywhere else

i. Fees can be split in 2

i. 1st invoice will be for \$800 Membership fees + \$155 Reserve fund = \$955.00

ii. 2nd invoice will be sent in July for the remaining \$800 Membership fees

iii. Payments are due 30 days once received invoice

iv. If you are a late payer - privilege will be removed and you must pay your yearly fees at the first initial invoice

9. Committee Reports

a. Boat Launch Committee

i. Thank you to everyone in the past for any work you have contributed to the boat launch

ii. Currently obtaining quotes and assessing contractors

1. Primary objective (based on member feedback in survey) is to do this right and complete a wider, safer and durable launch

iii. Dave Murray - boat launch having a meeting on Saturday, May 18th

1. We are currently going back to contractors to get a quote

a. Hope to have more information in the next week & ideally will move forward in August

b. Package of information went out to 3 contractors to get quotes

c. Currently want to do in August as that is the best time environmentally & to follow Alberta Fisheries rules

2. New boat launch 16 feet wide by 64 feet long

a. Can add more length if needed to add 1 more pad to 72 feet

b. Should be able to withstand out winters and spring break up

iv. Jackfish 3 - What is the cost?

1. Dave Murray - quote for the pads is currently at about \$12k

a. Do not have a quote yet on the labor

i. Labour will definitely be increased to remove the old blocks and instal the new ones

2. Jackfish 3 - Will it stay within the approved cost?

a. As of right now we are hoping to stay within the cost that was decided at the 2022 AGM

i. We will come back to members if we are over the approved \$60,000 which then would require roughly a \$350 cash call

ii. TBC currently has \$30,000 budgeted to help with this project



- v. 2024 Volunteers
 - 1. Whitefish 12 - Dave (lead)
 - 2. Ling 14 - Mauro
 - 3. Whitefish 9 - Chad
 - 4. Ling 11 - Darwin
 - 5. Catfish 11 - Vince
 - 6. Pickeral 5 - Brad
- b. Social Committee
 - i. 2024 Volunteers
 - 1. Pickeral 8 - Lori
 - 2. Catfish 10 - Lisa
 - 3. Whitefish 4 - Colleen
 - 4. Whitefish 10 - Dallas
 - 5. Catfish 7 - Amanda
 - 6. Perch 10 - Kandice
 - 7. Jackfish 2 - Jessica
 - ii. Great activities planned last year and can't wait for this year
 - 1. Suggestions
 - a. Garage Sale Idea
 - b. Karaoke Night
 - c. Oilers Watch Parties
- c. Security & Technology Committee
 - i. 2024 Volunteers
 - 1. Trout 1 - Chris
 - 2. Jackfish 2 - Justin
 - ii. Any concerns with security, feel free to ask a committee member or email the board
 - iii. Security concerns have decreased significantly since gates have been installed
 - iv. Theft can and has happened. Follow good security practices
 - 1. Locking gas caps on boats
 - 2. Chain and lock fuel sources (propane tanks; jerry cans)
 - 3. Keep an eye out for you and your neighbors; report suspicious activity to the Board and police (as appropriate)
 - v. Cameras - Installed late January 2020
 - 1. Owls Nest Interior
 - 2. Owls Nest NW & SE Corners
 - 3. Pump House SW
 - 4. Main Gate
- d. Volunteers needed
 - i. Spring Clean-up & site maintenance - Jessica VanBrabant & Cindy Camp
 - 1. Scheduled for May 18 @ 9:00am with a lunch after for those who volunteer
 - 2. Meet at Owls Nest
 - 3. Spring Clean- up tasks
 - a. Trim long grass along the fences around the boundary behind the garden and to the west of the entrance.
 - b. Clean up leaves & debris at front entrance gate fence



- c. Clean weeds & leaves out of Entrance Island
- d. Trim around dugout beside Owls Nest
- e. Clean up leaves & debris in all park culverts
- f. Trim bushes around green electrical boxes throughout park
- g. Clean leaves & debris under bushes & trim bushes beside electrical boxes
- h. Trim around community trees and prune the suckers coming up.
- i. Cut out black rot from all community trees
- j. Put the public dock & swimming area ropes out
- k. Clean flower beds in front of the Owls Nest including weeding against the building
- l. Pick up acorns in trees along the West side of Trout Drive
- m. Trim middle easement hedges & rake leaves out below them
- n. Owl's Nest Hall - Clean windows, floor, kitchen
- 4. Please use appropriate protection when working & operating any tools/equipment such as safety glasses, full toed shoes, gloves etc.
- 5. Email went out today to sign up using the link provided
- ii. Canada Day -
 - 1. Events - Social Committee
 - a. Looking for additional volunteers to help out with events
 - 2. Fireworks
 - a. Fireworks Donation - set up Wix for credit card payment
 - b. Whitefish 14 will purchase fireworks
 - c. Volunteers to set up/light
 - i. Chris Odynski will get volunteers

10. Additional Items For Discussion

- a. Electrical Lines Locates
 - i. Lines cross members lots randomly
 - ii. Before digging on your lot, members must get a locate
 - iii. \$1000's to repair & someone could be seriously injured
 - iv. Members are responsible for any cost associated with damage to water or electrical lines
 - 1. Always check to see if anyone else needs one done as you can split the cost
- b. Speed Limits
 - i. Speed limits in the park have been decreased to 15 km/hr or as posted
 - ii. Random speed measurement may be conducted, and members may be fined for excessive speed in the park
 - iii. One way traffic must be followed for trucks & cars
- c. Burn Pile
 - i. Allowed items
 - 1. Cardboard
 - 2. Wood
 - 3. Trees/Brush/Leaves
 - ii. Not Allowed items
 - 1. Fire Pit Ashes



2. Plastic
3. Glass
4. Insulation
5. Garbage
6. Fireworks
- d. Garbage Bins
 - i. Allowed items
 1. Household garbage
 - ii. Not Allowed Items
 1. Take to Two Hills Landfill (free)
 - a. Construction waste (cement blocks, siding, etc.)
 - b. Bicycles
 - c. Barbeques
 - d. Furnitures
 - e. Large cardboard - burn pile
 - f. Waste lumber - burn pile
 - iii. Use supplied ash barrels
 1. Fire Pit ashes
- e. Recycle Bins
 - i. Deposit eligible bottles & cans only
- f. Two Hills Landfill or Lafond Landfill
 - i. When you go you will need TBC municipal address or that you are on Lac Sante
- g. Beach Area
 - i. Beach has had its first cleaning of the season done
 1. Tons of rocks have been pulled up and starting to look nice
 2. Reminder to clean up after yourselves & no glass on the beach
- h. Playground Etiquette
 - i. Return toys to the bin when finished
 1. This is not Garry's job
 - ii. Clean up garbage & place in bin
 - iii. No throwing sand up the slide as it broke last year and Garry needed to reinforce it
- i. Gate Access
 - i. Do not allow others to tailgate through the main gate behind you
 - ii. Only 1 member/vehicle at a time going through the gate
 - iii. If you need any additional cards they are \$25 each - See Garry

11. Election of Directors and Officers

- a. Please note that this is a year-round, working board & the expectation is that board members actively participate
- b. Time commitment ranges, but can be upward of 20+ hours a month during the summer season
- c. Board members missing 3 meetings or more in a row will be removed as per TBC bylaws
- d. Current Board Members
 - i. President - Kandice Ashmore - Completed
 - ii. Vice President - Chris Odynski -1 year remaining



- iii. Treasurer - Fiona Hilkewich - 1 year remaining
 - iv. Secretary - Jessica VanBrabant - Completed
 - v. Directors at Large - Darren Murray - Resigned
 - vi. Directors at Large - Murray - Completed
 - vii. Directors at Large - Cindy Camp - Completed
 - viii. Directors at Large - Chris Little - Completed
 - ix. Directors at Large - Mark Regehr - Completed
- e. Nominations for 2024 Board Members
- i. President - Kandice Ashmore* - 2 year remaining
 - 1. Kandice will like to sit on the board for 1 year with transitioning to a new president for 1 year
 - ii. Vice President - Chris Odynski* - 1 year term
 - iii. Treasurer - Fiona Hilkewich* - 1 year term
 - iv. Secretary - Jessica VanBrabant* - 2 year remaining
 - v. Directors at Large - Dave Murray* - 1 year term
 - vi. Directors at Large - Cindy Camp* - 1 year term
 - vii. Directors at Large - Chris Little* - 1 year term
 - viii. Directors at Large - Mark Regehr* - 1 year term
 - ix. Directors at Large - Debbie Short - 1 year term
- * Current board members willing to return for another term
- f. Nomination deadline to submit was May 10th

Motion to: Elect Board of Directors
 Motion by: Whitefish 10
 Second by: Jackfish 7
 Vote: All in favor
 Result : Motion Carried

2024 Board of Directors	Position	Term	Accepted
Kandice Ashmore	President	2-year	Yes
Chris Odynski	Vice-President	2-year	Yes - 1 year remain
Fiona Hilkewich	Treasurer	2-year	Yes - 1 year remain
Jessica VanBrabant	Secretary	2-year	Yes
Dave Murray	Director at large	1-year	Yes
Cindy Camp	Director at large	1-year	Yes
Chris Little	Director at large	1-year	Yes
Mark Regehr	Director at large	1-year	Yes
Debbie Short	Director at large	1-year	Yes

12. New Business

- a. No new business

13. Adjourn

Motion to: Adjourn meeting @ 8:45 pm



**Tranquility Bay RV Park
Cooperative**

PO Box 123
Brosseau, AB
T0B 0P0

Motion by: Ling 3

Respectfully submitted,
Jessica VanBrabant
TBC Secretary

KANDICE ASHMORE, PRESIDENT

CHRIS ODYNSKI, VICE PRESIDENT

	2023 Actuals vs Budget				2024 Budget
	Actual	Budget	over Budget	% of Budget	
Income					
Revenue					
Camping Fees	10,330.00	8,000.00	2,330.00	129.13%	\$ 7,695.00
Electric Recovered (Indiv Lots)	36,126.07	27,000.00	9,126.07	133.80%	\$ 33,000.00
Laundry and Shower Revenue	1,305.00	1,300.00	5.00	100.38%	\$ 1,000.00
Lot Transfer Fees	17,577.68	4,000.00	13,577.68	439.44%	\$ 6,000.00
Miscellaneous Income	8,197.89	4,000.00	4,197.89	204.95%	\$ 6,100.00
Property Tax Recovered (Lots)	15,616.81	15,000.00	616.81	104.11%	\$ 16,085.31
Social Fund Revenues	1,202.75	0.00	1,202.75		\$ 1,000.00
Yearly Maintenance Dues	145,500.00	145,500.00	0.00	100.00%	\$ 145,500.00
Total Revenue	\$ 235,856.20	\$ 204,800.00	\$ 31,056.20	115.16%	\$ 216,380.31
Total Income	\$ 235,856.20	\$ 204,800.00	\$ 31,056.20	115.16%	\$ 216,380.31
Gross Profit	\$ 235,856.20	\$ 204,800.00	\$ 31,056.20	115.16%	\$ 216,380.31
Expenses					
Bank charges	407.60	400.00	7.60	101.90%	\$ 400.00
Canada Day	2,714.35	2,500.00	214.35	108.57%	\$ 2,750.00
Caretaker Residence Cost					
Bottled water	80.00	500.00	-420.00	16.00%	\$ 100.00
Repair and maintenance	39.91	1,500.00	-1,460.09	2.66%	\$ 2,000.00
Residence Propane	1,954.53	2,100.00	-145.47	93.07%	\$ 2,500.00
Telephone and Internet	2,153.40	2,500.00	-346.60	86.14%	\$ 2,000.00
Total Caretaker Residence Cost	\$ 4,227.84	\$ 6,600.00	-\$ 2,372.16	64.06%	\$ 6,600.00
Dues and Subscriptions	207.48	0.00	207.48		
Electrical Utilities	73,154.23	43,000.00	30,154.23	170.13%	\$ 50,000.00
Fuel					
Diesel	1,569.70	4,000.00	-2,430.30	39.24%	\$ 3,000.00
Gas	5,315.12	8,000.00	-2,684.88	66.44%	\$ 7,000.00
Total Fuel	\$ 6,884.82	\$ 12,000.00	-\$ 5,115.18	57.37%	\$ 10,000.00
General Supplies	108.00	1,000.00	-892.00	10.80%	\$ 1,000.00
Insurance					
Insurance - Director	1,750.00	1,800.00	-50.00	97.22%	\$ 1,850.00
Insurance - Liability	8,080.00	7,200.00	880.00	112.22%	\$ 9,000.00
Total Insurance	\$ 9,830.00	\$ 9,000.00	\$ 830.00	109.22%	\$ 10,850.00
Interest expense	8.67		8.67		
Legal and professional fees					
Accounting	3,465.00	3,300.00	165.00	105.00%	\$ 3,500.00
Bookkeeping	3,648.77	3,500.00	148.77	104.25%	\$ 3,500.00
Legal	656.25	800.00	-143.75	82.03%	\$ 1,500.00
Total Legal and professional fees	\$ 7,770.02	\$ 7,600.00	\$ 170.02	102.24%	\$ 8,500.00
Meals and entertainment	109.16	150.00	-40.84	72.77%	\$ 150.00
Office Supplies/Expense	1,799.20	2,000.00	-200.80	89.96%	\$ 2,000.00
PayPal Fees	367.88	400.00	-32.12	91.97%	\$ 400.00
Payroll Expenses					
CPP Deduction - Employer Portion	519.54	200.00	319.54	259.77%	\$ 265.00
EI deduction - Employer Portion	229.79	100.00	129.79	229.79%	\$ 120.00
Mileage	992.97	400.00	592.97	248.24%	\$ 1,000.00
Sub-Contract - Cold Lake Iron Works (Garry Kondra)	41,000.00	41,000.00	0.00	100.00%	\$ 41,000.00
Wages - Bonus	1,000.00	1,000.00	0.00	100.00%	\$ 1,000.00
Wages - Tina Penner	9,067.81	5,000.00	4,067.81	181.36%	\$ 5,000.00
WCB Expenses	436.32	400.00	36.32	109.08%	\$ 300.00
Total Payroll Expenses	\$ 53,246.43	\$ 48,100.00	\$ 5,146.43	110.70%	\$ 48,685.00
Recreation Centre Expenses					
Rec Repair and maintenance	2,966.74	3,000.00	-33.26	98.89%	\$ 2,000.00
Rec Septic Pumpout	1,785.00	2,000.00	-215.00	89.25%	\$ 1,800.00
Rec. Propane	2,885.14	3,500.00	-614.86	82.43%	\$ 4,000.00
Total Recreation Centre Expenses	\$ 7,636.88	\$ 8,500.00	-\$ 863.12	89.85%	\$ 7,800.00
Rent or lease payments	571.75	300.00	271.75	190.58%	\$ 500.00
Repair and Maintenance					

	2023 Actuals vs Budget				2024 Budget
	Actual	Budget	over Budget	% of Budget	
Equipment Repair and maintenance	5,142.80	5,000.00	142.80	102.86%	\$ 6,000.00
Property Repair & Maintenance	12,227.68	15,000.00	-2,772.32	81.52%	\$ 20,000.00
Water Treatment System	2,434.12	3,000.00	-565.88	81.14%	\$ 2,500.00
Total Repair and Maintenance	\$ 19,804.60	\$ 23,000.00	-\$ 3,195.40	86.11%	\$ 28,500.00
Security expenses	173.83	3,000.00	-2,826.17	5.79%	\$ 500.00
Small tools and Equipment	2,019.39	1,000.00	1,019.39	201.94%	\$ 2,000.00
Social Activities	996.15	200.00	796.15	498.08%	\$ 1,000.00
Taxes and Licenses	0.00	5,000.00	-5,000.00	0.00%	
Property Taxes	29,219.39	28,000.00	1,219.39	104.35%	\$ 32,000.00
Total Taxes and Licenses	\$ 29,219.39	\$ 33,000.00	-\$ 3,780.61	88.54%	\$ 32,000.00
Uncategorized Expense	0.00	0.00	0.00		
Uncategorized Expense (43)	0.00	0.00	0.00		
Waste Disposal	1,983.50	3,000.00	-1,016.50	66.12%	\$ 2,700.00
Total Expenses	\$ 222,584.92	\$ 204,750.00	\$ 17,834.92	108.71%	\$ 216,335.00
Net Operating Income	\$ 13,271.28	\$ 0.00	\$ 13,271.28		\$ 45.31
Other Income					
Interest earned	545.55	0.00	545.55		\$ -
Other Ordinary Income	0.00	0.00	0.00		\$ -
Reserve Fund Income	0.00	0.00	0.00		\$ -
Interest Income	496.15	0.00	496.15		\$ 300.00
Membership Reserve Collection	9,700.00	9,700.00	0.00	100.00%	\$ 14,550.00
Total Reserve Fund Income	\$ 10,196.15	\$ 9,700.00	\$ 496.15	105.11%	\$ 14,850.00
Total Other Ordinary Income	\$ 10,196.15	\$ 9,700.00	\$ 496.15	105.11%	\$ 14,850.00

Wednesday, May 22, 2024 08:08:52 a.m. GMT-7 - Accrual Basis